

### Task Force Members

Janet Kelly, Director and Task  
Force Chair  
Administration

Tim Burton, Deputy  
Justice

Dick Clark, CIO  
Administration

Mike Cooney, Administrator  
Workforce Services Division  
Labor & Industry

Lesa Evers, Acting Director  
Office of Indian Affairs

Mike Ferriter, Director  
Corrections

Arlynn Fishbaugh, Executive  
Director  
Montana Arts Council

Larry Flynn, Administrator  
Administration Division  
Transportation

Tom Livers, Deputy  
Environmental Quality

Alan Peura, Deputy  
Revenue

Madalyn Quinlan, Chief of Staff  
Office of Public Instruction

Amy Sassano, Deputy  
Budget and Program Planning

Dore Schwinden, Director  
Commerce

Jane Smilie, Administrator  
Public Health and Safety  
Division, DPHHS

### State Human Resources Staff

Paula Stoll, Administrator  
444-3789

Peggy MacEwen, Chief  
HR Policies & Program Bureau  
444-3879

Bonnie Shoemaker,  
Classification & Compensation  
Specialist  
444-2473

John Moore, Director  
Professional Development  
Center  
444-3855

Helen Betts, Office Manager  
444-3985



## AGENDA

**September 27, 2011**

**10:00 a.m. to 1:00 p.m.**

**Room 152, State Capitol Building, 1301 E 6<sup>th</sup> Avenue, Helena, Montana**

- |   |                     |
|---|---------------------|
| • Welcome   | Janet Kelly – Chair |
| • Meeting Purpose                                   | Paula Stoll         |
| • Introductions                                     | John Moore          |
| • Approval of Minutes                               | John Moore          |
| • Approval of Revised Vision, Goals, and Objectives | John Moore          |
| • Job Descriptions: <i>How are they used?</i>       | John Moore          |
| ○ HR Manager (TBD)                                  |                     |
| ○ Kathe Kountz, Human Rights Bureau                 |                     |
| ○ Margie Thomas, State Human Resources              |                     |
| • Public Comment                                    | Public              |
| • Meeting Wrap Up                                   | John Moore          |
| • Closing Remarks                                   | Janet Kelly – Chair |

### Meeting Guidelines

- ❖ Everyone is encouraged to be open and candid.
- ❖ Be critical of ideas, concepts, systems, NOT people.
- ❖ One person speaks at a time.
- ❖ Listen constructively.
- ❖ Be open to new ways and ideas.